



**STATE OF NEW HAMPSHIRE  
REQUEST FOR PROPOSALS  
RFP Questions and Answers**

<b>RFP NUMBER AND TITLE:</b>	RFP NHJB 2023-08 FAMILY TREATMENT COURT PILOT PROGRAM CASE MANAGEMENT
<b>AMENDMENT DATE:</b>	July 15, 2023
<b>PROPOSAL DUE DATE:</b>	July 28, 2023, 11:59 PM
<b>RFP ISSUED BY:</b>	State of New Hampshire Judicial Branch Administrative Office of the Courts
<b>Unless specifically addressed below, all other provisions and clauses of the RFP remain unchanged.</b>	

**Provided below are submitted written questions received and the NHJB's answers**

<b>Question #</b>	<b>Question</b>	<b>Answer</b>
1.	<p>IV Proposed Scope of Work - Personnel</p> <ul style="list-style-type: none"> <li>The case manager and supervising entity may provide some treatment services, depending on skill and training of the case manager and the needs of the FTC Pilot parents, including assessed ASAM Levels of Care. The case manager will be responsible for ensuring ethical, appropriate referrals.</li> </ul> <p>Our understanding is only counselors who are licensed by the state for substance use counseling can do ASAM Assessments. Does the case manager need to have a license and receiving clinical supervision?</p>	<p>Assessments and treatment may be provided by the case manager and supervising entity if the entity has the proper knowledge and authority to do so and if the person conducting any assessment is appropriately trained to do so. Though providing these services directly is not a requirement, case managers will be required to coordinate any assessment being completed.</p>
2.	<p>Personnel free of conflicts of interest with entities involved in FTC. Standing entity partners include: Division for Children, Youth, and Families (DCYF); the Court; CASA; individual parent attorneys; and TLC Recovery Resources.</p> <p>Is providing case management through a different department of TLC considered a conflict of interest?</p>	<p>If a possible conflict of interest exists with any of the standing entity partners, vendors should explain what measures will be put in place to ensure that ethical problems do not arise.</p>

RFP NHJB 2023-08  
Family Treatment Court Pilot Program Case  
Management

3.	<p>IV Proposed Scope of Work – Technical and Time Requirements</p> <ul style="list-style-type: none"><li>• Ability to supply all equipment, clinical personnel, training and travel reimbursement to successfully adhere to National Association of Drug Court Professionals guidelines (<a href="http://www.nadcp.org">www.nadcp.org</a>).</li></ul> <p>Will the case manager be required to perform urinalysis screenings or other related substance use screenings in the course of this work or are their alternative options that FTC could pursue?</p>	<p>The case manager will be required to coordinate urinalysis screenings. The supervising entity will be expected to have expertise or experience in drug testing best practices. The FTC pilot program encourages creative problem solving between the case management providing entity, FTC team, and NHJB to ensure FTC parents receive at least twice a week, random drug testing (Standard 5, Provision K of the Family Treatment Court Best Practice Standards).</p>
----	--	--